

The Global Alliance for Improved Nutrition

Job title:	Policy and Advocacy Associate
-------------------	-------------------------------

Classification:	Grade 3 - Associate	Direct reports:	0
Work location	Islamabad, Pakistan	Travel required:	Up to 30%

The Global Alliance for Improved Nutrition (GAIN) is a Swiss-based foundation launched at the UN in 2002 to tackle the human suffering caused by malnutrition. Working with both governments and businesses, we aim to transform food systems so that they deliver more nutritious food for all people. In particular, we aim to make healthier food choices more desirable, more available, and more affordable. GAIN's mission is to advance nutrition outcomes by improving consumption of nutritious and safe food for all people, especially the most vulnerable to malnutrition.

DESCRIPTION
<p>Overall purpose</p> <p>To strengthen GAIN Pakistan's policy and advocacy work and its ability to engage with and influence national and sub-national policy processes with a food systems approach. Pakistan's latest National Nutrition Survey indicates the scale of malnutrition and its impact on the population. GAIN Pakistan works to support healthier diets for all through programme and policy implementation in Pakistan.</p> <p>GAIN is seeking a Policy Associate in the Pakistan Country Office for this exciting opportunity. This role will work under the supervision and guidance of the Senior Policy Advisor; and will support the implementation of specific project activities including research, preparing briefs and discussion papers, capacity building, partnerships management and reporting to further food system transformation in Pakistan.</p>
<p>Tasks and Responsibilities</p> <ul style="list-style-type: none"> • Support strategy related work as needed for specific geographies – track decision roadmap, develop relevant interpretations for decision making, provide information whenever decision points are reached in the strategy period, conduct landscape analysis, etc. • Prepare briefs, discussion papers, memos, high profile slide decks, and engage in other content development support (inputs/notes requested by government partners/stakeholders, developing first drafts of Opinion Editorials, writing country memos and country briefs, publication drafts etc.) • Facilitate translation of policy decisions into tasks and projects and ensure their effective and timely implementation • Compile data, conduct data analysis & synthesize findings for reports, briefs, and for engagement with government and other stakeholders • Meet urgent data requests that require searching several databases/data sources and reports • Conduct desk research, literature reviews, and other research analysis

The Global Alliance for Improved Nutrition

- Support the planning and preparation for high level meetings, events, and trips; prepare reports and follow-up
- Maintain a reference document repository
- Support the Senior Policy Advisor on stakeholder engagement
- Any other tasks assigned by the line manager.

Key Organizational Relationships

- Reports to Senior Policy Advisor
- Working under PEAS team and GAIN Pakistan
- Working closely with Government, project partners, and other key external stakeholders

JOB REQUIREMENTS

Competencies

- Ability to conduct desk research, literature reviews, and other research analysis and synthesize findings
- Ability to conduct landscape analysis
- Strong analytical and technical skills
- Strong data analysis skills and ability to review data, generate, and present meaningful reports from them
- Excellent communication skills, both oral and written
- Ability to present complex information to non-technical audiences
- Computer literate, with strong PowerPoint presentation skills
- Ability to work within tight time schedules

Experience

- Experience of working with government agencies
- Understanding/Experience in nutrition policy formulation and implementation
- Understanding/experience/technical knowledge of health systems
- Strong technical knowledge of public health and nutrition, including micronutrient deficiency control.
- Proven experience working in an environment requiring collaboration and liaising with government stakeholders, relevant industries, and international organizations.
- Experience supporting social safety nets and focused programme
- Experience developing advocacy briefs
- Understanding/Experience in technical policy formulation, social safety net and women empowerment are desirable.

Education

- A University level degree in a relevant field such as agriculture, economics, nutrition, public health, business management, a progressive experience in similar role.
- A master's degree in the above field of studies will be an added advantage.

The Global Alliance for Improved Nutrition

Other Requirements

- Experience in an international NGO
- Experience in stimulating, managing or influencing public & private sector stakeholders
- Fluent written and verbal English
- Must be willing and able to travel in challenging environments

WHAT GAIN OFFERS

- Flexible working hours
- Friendly working environment
- Professional development opportunities